



**STATE OF MONTANA**  
**DEPARTMENT OF ADMINISTRATION**  
**ARCHITECTURE AND ENGINEERING DIVISION**  
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## REQUEST FOR INFORMATION

Project Name:  
Location:

A/E #:  
RFI #:  
Date:

To:

Attention:

From:

Attention:

Trades Affected:

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In order to expedite the Work and avoid or minimize delays in the Work the following information is requested. Please return a response by:

Date Sent:  
Date Received:

Information Requested:

Response:

Response Date:

Respondent:

**This RFI is for clarification only. The contractor shall notify the Owner's Representative within 48 hours if he/she feels the response to this RFI constitutes additional work.**

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Distribution:	<input type="checkbox"/> Owner	<input type="checkbox"/> Architect	<input type="checkbox"/> Engineer
	<input type="checkbox"/> Agency	<input type="checkbox"/> Contractor	<input type="checkbox"/> Other